



CHAPTER 1 Coordinating and Managing the Process

1.1 Legislative Framework

This 2005 - 2010 Consolidated Plan (CP) represents the City of Sunnyvale's effort to fulfill the requirements of Title 24 Code of Federal Regulations Part 91 – Consolidated Submissions for Community Planning and Development Programs. This chapter explains the legislative frameworks governing the purpose and required content of this Plan.

Title I of the National Affordable Housing Act (the Act) established the requirement that local governments, applying for direct assistance under certain federal programs¹, prepare and adopt a Consolidated Plan according to regulations and guidelines promulgated by the U.S. Department of Housing and Urban Development (HUD). The goal of this process is to develop viable urban communities by providing decent housing and a suitable living environment and expanding economic opportunities principally for low- and moderate-income persons.

The Act requires each local jurisdiction to describe its housing needs and market conditions, set out a five-year strategy that establishes priorities for meeting those needs, identify resources anticipated to be available to address the priority needs, and establish a one-year Action Plan that outlines the intended uses of the resources.

The preparation of the Consolidated Plan is guided by the following three major commitments and priorities expressed by HUD:

1. To provide decent housing by assisting the homeless in obtaining appropriate housing; by preserving the affordable housing stock; by increasing the availability of permanent housing that is affordable to lower-income households without discrimination; and by increasing the supply of supportive housing for those with special needs.
2. To provide a suitable living environment by improving the safety and livability of neighborhoods; by reducing the isolation of income groups within an area through de-concentration of housing opportunities and revitalization of deteriorating neighborhoods; by restoring and preserving properties of architectural, historic, or aesthetic value; and by conservation of energy resources.

¹ The affected federal programs, operated by the Department of Housing and Urban Development, are the Community Development Block Grant Program (CDBG), the Home Investment Partnership Program (HOME), the American Dream Downpayment Initiative (ADDI), the Emergency Shelter Grant Program (ESG), and the Housing for People with AIDS Program (HOPWA).

3. To expand economic opportunities by creating jobs accessible to lower-income persons; by providing access for lower-income households to mortgage financing and credit for development activities that promote long-term community viability; and by empowering lower-income persons to achieve self-sufficiency to reduce poverty in federally-assisted and public housing.

To meet these objectives, the Consolidated Plan must include the following six components:

1. A housing and homeless needs assessment;
2. A housing market analysis;
3. An analysis of the priority needs and strategies and objectives to meet those needs, including both housing needs and non-housing community development needs;
4. An annual Action Plan, including a discussion of general priorities for the use of Community Development Block Grant (CDBG) and Home Investment Partnerships Program (HOME) funds and a proposed list of the proposed projects to be funded;
5. Certifications; and
6. A monitoring plan and Citizen Participation Plan.

Every five years, the federal government requires that the Consolidated Plan be updated, and that during the intervening years a one-year Action Plan must be submitted for approval, along with any substantial changes to the Consolidated Plan. This document establishes the five-year strategy period, beginning July 2005 through June 2010.

1.1.1 HUD Community Planning and Development Regulations

Community Development Block Grant (CDBG)

The CDBG program was established by the Housing and Community Development Act (HCDA) of 1974. The primary objective of this program is to develop viable urban communities by providing decent housing, a suitable living environment, and economic opportunities, principally for persons of low- and moderate-income (defined as 80% or less of the Santa Clara County area median household income for the purpose of this program and the Consolidated Plan).²

Through the CDBG program, the U.S. Department of Housing and Urban Development (HUD) provides funds to local governments for a wide range of community development activities for low-income persons. Funds can be used for a wide array of activities, including:

- Housing rehabilitation (loans to homeowners, landlords, non-profits, and developers);
- Down payment and other homeownership assistance;
- Lead-based paint detection and removal;
- Acquisition of land and buildings;
- Construction or rehabilitation of public facilities such as shelters for the homeless;

² Different federal programs use different definitions in reference to households earning 80% or less of area median income.

- Removal of architectural barriers to the disabled;
- Public services such as transportation and child care;
- Rehabilitation of commercial or industrial buildings; and
- Loans to businesses

Regulations governing the CDBG program require that each activity undertaken with CDBG funds meet one of the following three broad national objectives:

- Benefit people with low- and moderate-incomes;
- Aid in the prevention or elimination of slums and blight; and
- Meet an urgent need (such as earthquake, flood, or hurricane relief).

HOME Investment Partnership (HOME)

The HOME program was created as part of the 1990 National Affordable Housing Act. The HOME program provides federal funds for the development and rehabilitation of affordable rental and ownership housing for low-income households (defined as below 80% of area median income). The program gives local governments the flexibility to fund a wide range of affordable housing activities through housing partnerships with private industry and non-profit organizations. HOME funds can be used for activities that promote affordable rental housing and homeownership by low-income households, including:

- Acquisition;
- New construction and reconstruction;
- Moderate or substantial rehabilitation; and
- Homebuyer assistance.

Strict requirements govern the use of HOME funds. Two major requirements are that the funds must be: (1) used for activities that target low-income families; and (2) matched 25% by non-federal funding sources.

1.2 Lead Agency

The City of Sunnyvale's Department of Community Development, Housing Division, is responsible for the development and implementation of the Consolidated Plan. The Consolidated Plan was prepared with input from the Housing and Human Services Commission and Planning Commission, other local jurisdictions, local and regional non-profit and social service agencies, and interested members of the public.

1.3 Consultation

The Consolidated Plan outlines the various coordination efforts with which Sunnyvale is involved. The City works with other local cities in making sure that the limited affordable housing resources are effectively used in developments that have a regional benefit.

The City is also participating in the Santa Clara County Collaborative on Affordable Housing and Homeless Issues comprised of county-wide homeless service and shelter providers, county agencies, homeless persons and advocates, and affordable housing developers. The goal is to develop coordinated approaches to obtaining greater funding for affordable housing and

homeless projects, to increase cooperation and coordination among the participants and to develop more effective programs to address the problem of homelessness and affordable housing needs in Santa Clara County. This group coordinates the annual grant application to HUD (Super NOFA funding process) through creating a continuum of care plan and ranking applications from agencies located countywide.

1.3.1 Consultation with City and Other Agencies Serving Sunnyvale

Various City departments, community-based organizations, and housing and public service providers contributed to the development of the 2005 - 2010 Consolidated Plan. **Table 1-1** lists organizations that participated in the development of the Consolidated Plan and returned survey provider questionnaires. The City conducted six focus group meetings with these groups on October 6 and 7, 2004. Each meeting addressed a specific topic to be included in the Consolidated Plan. Nonprofit and public agencies serving special needs groups were invited to attend these focus group meetings. The meeting topics were:

- Affordable Housing/Housing Assistance/Fair Housing Services;
- Senior and Disabled Services;
- Youth and Family Services;
- Homeless Services and Facilities;
- Health/Mental Health Services; and
- Adult Employment and Education Services.

Appendix A summarizes the nonprofit agency comments, includes a copy of the agency survey form and invitation letter, and includes a list of invited agencies. A description of organizations that attended these focus group meetings and their comments are provided in **Appendix A**.

The City consulted internally with city departments and externally with Santa Clara County agencies. These included:

City Departments

- Community Development
- Public Works
- Parks and Recreation
- Public Safety
- NOVA
- Office of the City Manager

Countywide Agencies

- Housing Authority of the County of Santa Clara³
- County - Office of Affordable Housing
- Aging and Adult Services
- Alcohol and Drug Services
- Mental Health Services
- Public Health
- Social Services
- Veterans Services

³ The Housing Authority is an independent, countywide agency with a separate governing board.

Table 1-1
Summary of Services Provided on Survey Responses Received from Non-Profit Agencies

AGENCY	Youth Services	Senior	Homeless	Persons with Disabilities	Immigrants	Victims of Domestic Violence	Low-Income Families	Substance Abusers	Affordable Housing	Homeless Shelter	Transitional Housing	Shared Housing/Rent Assistance	Nutrition Meals/Food Bank	Job/Educational Training	Fair Housing/Legal	Health/Mental Health	Senior/Youth Center
Project Sentinel		x	x	x			x		x						x		
Support Network for Battered Women	x	x	x	x	x	x	x			x						x	
Second Harvest Food Bank	x	x	x	x	x	x	x	x					x				
Catholic Charities Youth Community Services	x				x		x		x					x			x
Senior Nutrition Program		x		x									x				
Housing Choices Coalition				x					x			x					
Community Association for Rehabilitation				x													
Project Match		x							x		x				x	x	
Junior Achievement of Silicon Valley	x													x			
Friends for Youth, Inc.	x						x										
India Community Center	x	x	x	x	x	x							x	x		x	x

Source: Survey responses of 11 non-profit agencies in October 2004. Refer to Appendix A for list of agencies.

1.3.2 Consultation with Adjoining Jurisdictions

Consultation with Adjoining Jurisdictions

Copies of the Draft 2005 - 2010 Consolidated Plan were distributed to the cities of Santa Clara, Mountain View, Palo Alto, Cupertino and the County of Santa Clara.

1.3.3 Public Housing

There are no public housing projects located in Sunnyvale.

1.4 Coordination

As part of the development process of the Consolidated Plan, the staffs of the CDBG entitlement cities of Sunnyvale, Gilroy, Mountain View, Palo Alto, Cupertino, Milpitas, San Jose, Santa Clara and the County of Santa Clara met a number of times to discuss data resources and to coordinate requests for information to both public and private county wide agencies.

As the lead agency for implementing the Consolidated Plan, the Housing Division of Sunnyvale's Community Development Department coordinates the delivery of programs and services through the following methods:

1. The City issues annual notice of funding availability to nonprofit organizations to accept funding requests for projects, programs, and services that address the City's highest priority community needs.
2. The City participates in quarterly meetings with housing and community development program representatives from each of the cities in Santa Clara County and County. These meetings are intended to share information about federal program implementation issues, coordinate funding decisions for regional programs operated by nonprofit organizations, coordinate relations with HUD, and to continue the collaborative relationship of the entitlement cities and urban County of Santa Clara.
3. The City participates, through the countywide Continuum of Care, in a coordinated regional approach to identifying and addressing homeless needs.
4. The City collaborates with the Cities of Palo Alto and Mountain View on programs serving the northern section of Santa Clara County, such as a joint Request for Proposals and contracting process for Fair Housing Services and other mutually beneficial activities.